

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On August 29, 2022 – remotely via telephone conference –

Pursuant to Governor Lamont's Executive Order No. 7B regarding suspension of In-Person Open Meeting requirements, the State Properties Review Board conducted its Regular Meeting at 9:30AM on August 29, 2022 remotely via telephone conference at (866)-692-4541, passcode 85607781.

Members Present:

Edwin S. Greenberg, Chairman
Bruce Josephy, Vice Chairman
John P. Valengavich, Secretary
Jack Halpert
Jeffrey Berger
William Cianci

Members Absent:

Staff Present:

Dimple Desai
Thomas Jerram

Guests Present

Mr. Valengavich moved and Mr. Halpert seconded a motion to enter into Open Session. The motion passed unanimously.

OPEN SESSION

1. ACCEPTANCE OF MINUTES

Mr. Valengavich moved and Mr. Berger seconded a motion to approve the minutes of the August 25, 2022 Meeting. The motion passed unanimously.

2. COMMUNICATIONS

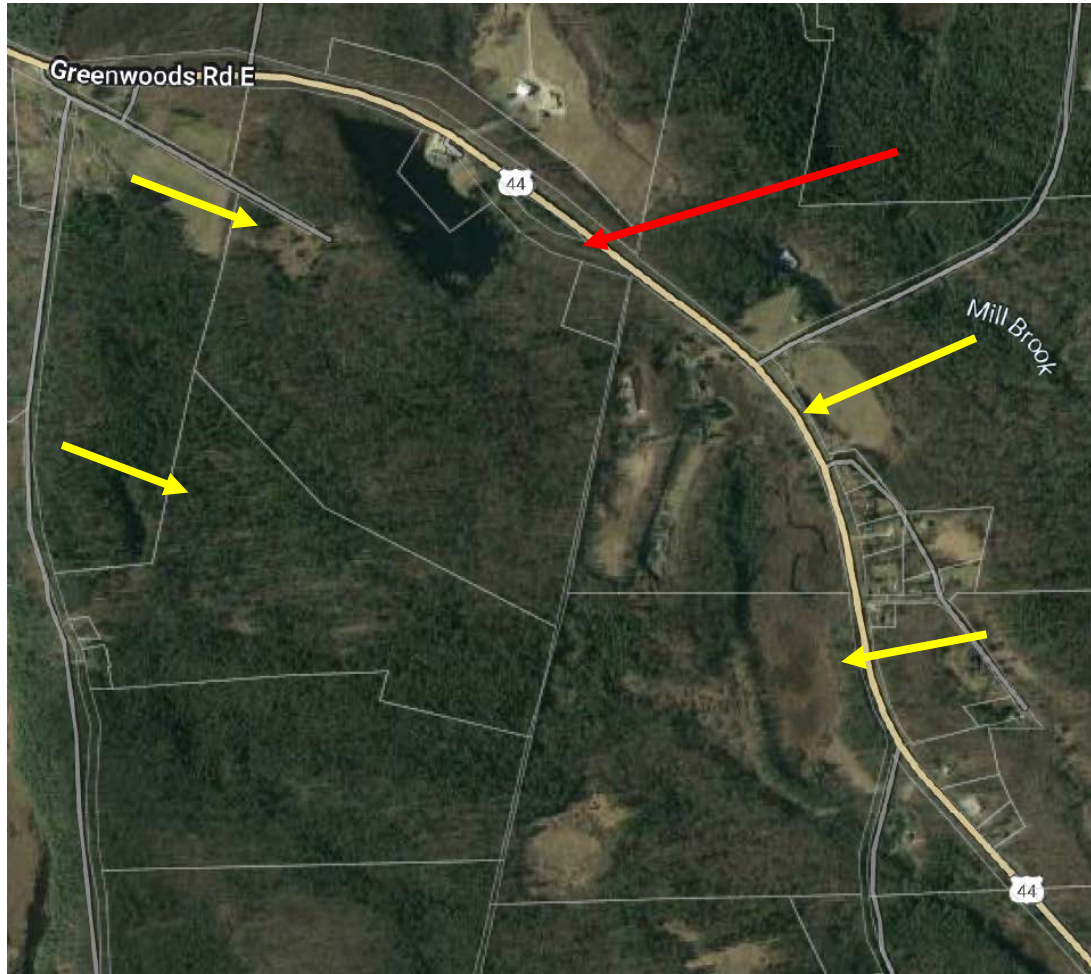
3. REAL ESTATE- UNFINISHED BUSINESS

4. REAL ESTATE – NEW BUSINESS

<i>PRB File #:</i>	22-127
<i>Transaction/Contract Type:</i>	RE – Sale
<i>Origin/Client:</i>	DOT/DOT
<i>DOT Project #:</i>	97-000-196
<i>Grantee:</i>	The Northwest Connecticut Sportsmen's Association, Inc.
<i>Property:</i>	Norfolk, Greenwoods Turnpike (1.485 acres)
<i>Project Purpose:</i>	Sale by Sole Abutter Bid
<i>Item Purpose:</i>	QC Deed

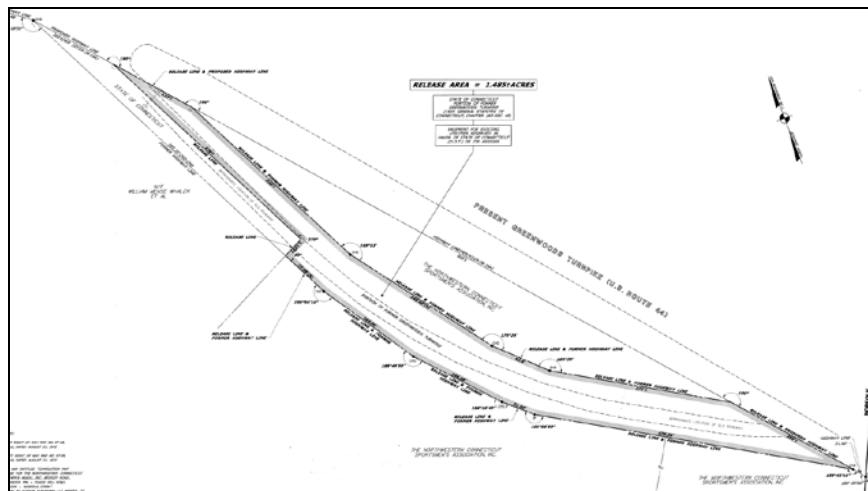
CONVEYANCE FEE: \$11,000 plus \$1,000 Administrative Fee

Under this Proposal (PRB #22-127) DOT is seeking SPRB approval of a Quit Claim Deed for this Sale by Sole Abutter Bid of a 1.485 acre strip of land abutting a 312± acre parcel of land located on the northerly side of Greenwoods Turnpike (Rt 44) in the towns of Norfolk and Colebrook for \$11,000, plus a \$1,000 Administrative Fee.



Red Arrow=Release Parcel
Yellow Arrows=Sole Abutter

The Release Area consists of a 1.485 acre parcel of unimproved, wooded land, that was part of the highway prior to its relocation.



The Appraiser opined the Highest & Best Use of the Release Parcel “As Vacant” was assemblage with the Sole Abutter property.

The Sole Abutter consists of multiple parcels of land totaling approximately 312± acres within the towns

of Norfolk and Colebrook. The property was established in 1927 as Northwest Connecticut Sportsmen's Association. The property includes (<https://nwcsa.org/about-2/about-the-club>):

- 50-yard pistol range with enclosed shooting positions
- 30-yard metal plate pistol range with enclosed shooting positions
- 250-yard rifle range with sheltered shooting positions
- ATA Certified trap range with an enclosed warming shed
- Archery range with a shooting tower
- Action pistol range hosting IDPA matches twice per month April-October
- 30 target walk-through archery course with bag targets
- Fishing pond

After the assemblage, the parcel consists of a 313.8± acre parcel fronting Greenwoods Road East and Flagg Hill Road.

Restricted Use Appraisal – With the release of this parcel via a Sale by Sole Abutter Bid, DOT Appraiser Matthew Malia appraised the property, as of January 27, 2022, in both the Before and After assemblage. Based on the sales comparison approach, the Appraiser utilized four sales of similarly-zoned land in Norfolk and the surrounding towns and concluded the fair market value of the Larger Parcel (land only) was \$7,500/acre x 312.32 acres = \$2,342,400, rounded to \$2,340,000.

In the After Valuation, the Appraiser utilized the same four sales and concluded the fair market value of the subject property, as assembled, was \$7,500/acre x 313.8 acres = \$2,353,536, rounded to \$2,350,000.

Value of the Release

Release Parcel Valuation:	
Concluded "After Release" Sole Abutter Value:	\$2,340,000 + "X"
Concluded "Before Release" Sole Abutter Value:	\$2,350,000 + "X"
Value:	\$10,000
The Sole Abutter Property will no longer have an outage bisecting the portion of the property in Norfolk within proximity to U.S. Route 44. A discount of 25% has been applied due to the relatively narrow shape of the Release Parcel. As a result, the Release Parcel's value after the discount is as follows:	
Release Parcel Value after Discount: \$7,500	

Sale by Abutter Bid & Negotiations –

The property was appraised on January 27, 2022 by staff appraiser Matthew Malia who determined the value to be \$7,500.00, which was accepted and registered by the Department on February 7, 2022.

On February 10, 2022, an offer was made to Mr. Thomas Andersen, representative for the Grantee, in the amount of \$11,000.00 plus a \$1,000.00 Administrative Fee. On February 11, 2022, Mr. Andersen accepted the offer with the Administrative Fee.

Recommendation – Staff recommend approval of the proposed Sale by Sole Abutter Bid in the amount of \$11,000 (plus \$1,000 Admin Fee) for the following reasons:

- The proposed sale complies with Sections §3-14b(b), and §13a-80 of the CGS in that the Town of Norfolk declined the purchase and the legislative delegation received the required notification on February 2, 2022;
- The release value of \$11,000 is reasonable in that it represents 110% of the appraised value (147% net of Appraiser's 25% Discount Factor) and it will return the property to the Town of Norfolk tax rolls and relieve the State of all future expenses; and

- The description in the Quit Claim Deed is consistent with the compilation map to be filed in the Town of Norfolk Land Records.

5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS

6. ARCHITECT-ENGINEER – NEW BUSINESS

PRB #	22-130
Origin/Client:	DCS/SCSU
Transaction/Contract Type	AE / ARC Services Contract
Project Number	CF-RS-366
Contract	CF-RD-366-ARC-2
Consultant:	Amenta/Emma Architects, P.C.
Property	New Haven, Crescent St (501) – SCSU
Project purpose:	Chase Hall Renovations
Item Purpose	New Consultant Contract

PROPOSED AMOUNT: \$1,962,805

Project Background:

Chase Hall was constructed in 1968 and last renovated in 1997. The 59,266 square foot six-story residence hall serves residential 235 students. The current floor plan has communal bathroom and shower facilities centrally located on each floor.

A previous Campus Master Plan study identified an opportunity to provide a layout with separate full bathrooms along with a study room that would be designed between two existing residents' rooms. SCSU would like this concept to be studied as part of the Pre-Design Phase study, but seeks to renovate Chase Hall to create a student residential living experience consistent with current and future trends.

Under this proposal (PRB #22-130), DCS is now seeking Board approval of a new Consultant Contract – CF-RS-366-ARC-2 to expend \$1,962,805 for a pre-design study, design and construction administration services to support the Project – Chase Hall Renovations – to include the following:

Upon acceptance of the pre-design study, the design scope shall be for an as-new renovation, including:

1. Exterior envelope improvements to enhance energy efficiency;
2. New finishes and new LED lighting;
3. A new high efficiency HVAC system;
4. New electrical upgrades including new switchgear, fire alarm system, building automation system, electronic security hardware and camera system, fire protection system and telecommunications networks;
5. A patio and landscape upgrades;
6. Furniture, Fixtures and Equipment (FF&E) layout;
7. Security upgrades to match campus standards; and
8. Considerations for a sustainable renovation, above and beyond the Connecticut High Performance Building Standards, including carbon neutrality.

In August 2021 DAS/DCS (“DCS”) issued a Request for Qualifications for Architect/Engineer (A/E) Consultant Services related to the CMR Construction Manager at Risk Project – Chase Hall Renovations at SCSU in New Haven. DCS elicited 10 responses to the advertisement of which all submittals were considered “responsive”. The State Selection Panel consisted of 5 members. DCS proceeded to review the submittals and after the completion of the internal review process, four (4) firms were selected for short-listed interviews.

These firms were as follows, Amenta/Emma Architects, P.C., Pirie Associates Architects, LLC, Newman Architects and Quisenberry Arcari Malik, LLC.

Pursuant to the new DAS/CS Process, DCS create a certified list of the three (3) most highly qualified Consultants.

Each of the three (3) most highly qualified Consultants will be required to complete and submit to the DAS/CS Policy and Procurement Unit an initial cost proposal, cost proposal template spreadsheet, a list of all proposed subconsultants and their respective scopes of work, and clarifications and/or exclusions to the Consultant’s fee proposal. The DAS/CS Policy & Procurement Unit will then forward each proposal to the DAS/CS Negotiation Committee for evaluation. The Negotiation Committee will hold a meeting with each Consultant to review the scope and determine if the Consultant wants or needs to adjust any aspect of its proposal. The Negotiation Committee will determine which of the top three Consultants they deem most likely to provide the best value to the State considering qualitative ratings, fee proposal, past volume of work with DAS, and other statutory and regulatory requirements. The Negotiation Committee will then meet with best value firm to discuss and negotiate the final fee. If the firm is unwilling to adjust their fee if requested, the Negotiation Committee may review the next highest best value firm and negotiate their fee accordingly. The same process will be applied to the remaining firm if warranted. After negotiations have concluded, the Negotiation Committee will then present to the Deputy Commissioner a *Letter of Recommendation*.

At the conclusion of the process DCS identified Amenta/Emma Architects, P.C. (“AEA”) as the most qualified firm.

The overall construction and total project budget have been established at \$22,490,659 and \$33,000,000 respectively. DCS/SCSU confirmed bond funding is available.

The overall compensation rate for this basic service is \$1,777,465 with an additional \$185,340 for Special Services, for a total fee of \$1,962,805.

AEA Basic Service Fee (#22-130)	ARC Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Schematic Design Phase (70 days)	\$283,421				
Design Development Phase (90 days)	\$380,365				
Construction Document Phase (140 days)	\$546,129				
Bidding Phase	\$81,650				
Construction Administration Phase (est. 426 days + 90-day closeout)	<u>\$485,900</u>				
TOTAL BASIC SERVICE FEE (#22-130) (A)	\$1,777,465			\$21,419,675	8.30%
<u>SPECIAL SERVICES:</u>					
Pre-Design Study		\$129,330			
Land Survey		\$9,595			
Elevator Study		\$3,575			
Existing Construction Conditions Survey		\$26,840			
As-Built Drawings		<u>\$16,000</u>			
TOTAL SPECIAL SERVICES (B)		\$185,340			
TOTAL FEE (PRB #22-130) (A) + (B)			\$1,962,805	\$21,419,675	9.16%

- The August 2021 RFQ elicited 10 responses. The Selection Panel interviewed five firms and ultimately recommended the retention of Amenta/Emma Architects, P.C. The selection was approved by Deputy Commissioner Petra on 4/05/2022.
- AEA is located in Hartford. This firm was established in 1985. The firm has 30 employees including 16 architects. AEA is operating under its Architect License No. ARL0000070. The license is valid until 07/31/2023.
- Smith Brothers reported that AEA has no reported general liability or professional policy loss or claim during the past 5 years.
- The submittal is accompanied by a Campaign Contribution Affidavit notarized on 5/5/22.

Staff followed up with DCS and asked following to clarify:

1. Clarify what does ‘2’ at the end of the DCS Project Number – CF-RS-366-ARC-2 – signify in terms of this DCS Project.
DCS Response: The “2” at the end of the contract signifies that this is the second solicitation for the contract. We previously advertised the contract CF-RD-366-ARC, but cancelled the solicitation. When we re-advertise for a contract we add the “2” to distinguish between the first and second solicitations.
Staff Response: OK

2. Confirm Project Budget - DCS Memo states \$22,490,659 while Form 1105 and Contract both state \$22,419,675.
DCS Response: I believe you meant \$21,419,675. Please review item # 3.2 and 3.5 on the 1105 budget. Both adds up to \$22,490,659. DAS is requesting the AE to design the project to the \$21,419,675 budget. DAS with the design team will be looking at the possibility of net-zero/carbon neutral design during the design phase (this scope for the architect is part of the contract) and if that goal can be achieved, DAS will utilize the \$1,070,984 under the project budget towards the construction cost. This does not have any impact on the architect’s contract, which is what is before you for approval.

8.) LRP Reimbursement				
2.0 Haz-Mat	\$ -	\$ -	\$ -	\$ -
1.) Environmental Remediation (Soil/Groundwater)				
2.) Haz-Mat Abatement (Asbestos/Lead/PCBs/Mold)				
3.0 Total Construction (including Overhead & Profit)	\$ 21,419,675	\$ -	\$ -	\$ 21,419,675
1.) New Construction				
2.) Renovation	\$ 21,419,675			
3.) Major Sitework				
4.) Off-site Improvements				
5.) Green Architecture (Const. cost impact)	\$ 1,070,984	\$ 107,098	\$ -	\$ 963,886
4.0 Contingency	\$ 2,141,968	\$ -	\$ -	\$ 2,141,968
5.0 Equipment	\$ 2,141,968	\$ -	\$ -	\$ 2,141,968
6.0 Telecommunications	\$ 710,712	\$ -	\$ -	\$ 710,712
7.0 Studies	\$ -	\$ -	\$ -	\$ -
1.) Pre-design Study				

Staff Response: OK

3. Provide initial cost proposal, cost proposal template spreadsheet, a list of all proposed sub-consultants and their respective scopes of work, and clarifications and/or exclusions to the Consultant’s fee proposal from the three (3) most highly qualified Consultants.
DCS Response: See link to the information requested.
Staff Response: Proposals submitted from the two other Consultants were reviewed. OK
4. Provide letter of recommendation submitted to the Dep. Commissioner Petra
DCS Response: See attached.
Staff Response: The Memo included a summary of DCS process in selecting the three most qualified Consultants, their review of each Fee Proposal, a subsequent revision to each Proposal to address design fees attributable to achieving carbon neutrality, and final selection of the Consultant – Amenta Emma. OK
5. Clarify condition 5 of the contract – related to additional compensation in the last sentence. Will there be no amendments for additional fees for this architect contract?

DCS Response: The provision has been revised for clarity. Any change in construction duration may warrant an amendment to the contract for additional fees for services during construction.

Staff Response: DCS provided a copy of the revised Contract. OK

6. Should as-built include utilities and other connection/s outside of the building that might be impacted if there is a need to dig trenches for expanded utilities, if any?

DCS Response: If the question is regarding the as-built documents service included within the proposal, the scope identified in the proposal appears to be sufficient for the scope of this project. As with any other project, the design team will be provided with the as-built documents to identify existing conditions which they use to create documents for the project. At SCSU, they have a decent as-built of their underground utilities and has been reliable for previous work at the campus. Amenta Emma's sub-consultant (Langan) will be providing a detailed topographic survey which would show the existing utilities and will also incorporate the information from the as-builts provided to them. Also refer to Consultant's Procedure Manual Section 1.4.4. I hope this answers your question/concern.

Staff Response: OK

7. Should hazardous materials survey within the building/s be conducted to avoid problems later during renovation?

DCS Response: Already done by the agency. If additional survey or remediation is required, it will be performed using the DAS process in place.

Staff Response: OK

8. Should geo-tech be conducted while the architect designs the project if there are possibilities for trenches for utilities upgrades or any other under-ground work?

DCS Response: Trenching does not warrant the services of a geotechnical engineer. Basic services include civil engineering and site utilities engineering and is enough for the scope in the question. See Amenta Emma proposal Scope of Work -item I.A.2.

SCOPE OF WORK

I. Basic Services

- A. As per the Department of Construction Services Consultant Procedure Manual and the specific language of the Standard Fixed-Fee Architect's Contract, Terms and Conditions of Contract Between Architect and Engineer (for a CMR Project), and project addenda, the following services will be provided by the Amenta Emma Design Team under Basic Services:

1. Architecture
2. Civil Engineering and Site Utilities Engineering
3. Landscape Architecture
4. Structural Engineering
5. Mechanical, Electrical, Plumbing and Life Safety Engineering
6. Energy Modeling
7. Telecommunications and Security
8. Signage
9. Cost Estimating
10. AV Design
11. FF&E design, product selection and specifications
12. Carbon Neutral / Net Zero Energy Design (as a distinct fee line item).

Staff Response: OK

9. It is highly recommended that the program be well defined during the pre-design phase and not change once the project is bid to avoid change orders and delays in the project. What steps DCS will take to avoid major changes in the program?

DCS Response: As in every project we manage, the program/design is finalized at the end of the design phase before the project goes out to bid. The final documents are reviewed by all parties including the agency, OSBI, DAS technical services etc. DAS will obtain sign offs from the agency at this stage and this will help to avoid major changes to the program. This is a standard practice. It is the DAS PM role to maintain program scope to project budget through the phases of pre-construction.

Staff Response: OK

RECOMMENDATION: Staff recommend approval of this Proposal. The A/E basic fee of 8.3% of construction cost is within the DCS guideline of 10.5%. (Group B Renovation - per RFQ).

7. OTHER BUSINESS

8. VOTES ON PRB FILE:

PRB FILE #22-127 – Mr. Valengavich moved and Mr. Berger seconded a motion to approve PRB FILE #22-127. The motion passed unanimously.

PRB FILE #22-130 – Mr. Valengavich moved and Mr. Berger seconded a motion to approve PRB FILE #22-130. The motion passed unanimously.

9. NEXT MEETING – Thursday, September 1, 2022.

The meeting adjourned.

APPROVED: _____ **Date:** _____
John Valengavich, Secretary